KCSIE & AI SCENARIOS ADDENDUM

AUTUMN TERM, 2025

For use by schools and MATs to evidence that generative AI use is fully embedded within safeguarding practice, in line with DfE guidance and KCSiE (2025).

Purpose

To outline how AI use, by pupils and staff, is managed in practice to ensure the safety and wellbeing of children. This addendum supports leaders in showing inspectors that AI is part of whole-school safeguarding.

Key Principles

- AI must never replace staff professional judgement.
- Pupil-facing AI is only permitted with safeguards in place.
- All AI use is covered by existing safeguarding, online safety, and behaviour policies.

Scenarios & Safeguarding Responses

Part A: Pupil-Facing Scenarios

1. Misuse for Bullying/Harassment

- Example: A pupil uses AI to generate abusive messages or altered images of peers.
- Response: Treat as a safeguarding incident; log and escalate to DSL; apply behaviour policy.

2. Unsafe or Inappropriate Outputs

- Example: AI generates sexualised or violent content during a pupil task.
- Response: Stop activity, log incident, notify DSL, review filtering.

3. Impersonation/Fraud

- Example: A pupil uses AI to create fake school communications.
- Response: Log as safeguarding + cyber incident, alert IT/security lead, inform parents.

4. Academic Dishonesty

- Example: A pupil submits AI-generated work as their own.
- Response: Address through behaviour/assessment policy; log incident; discuss with parents if repeated.

KCSIE & AI SCENARIOS ADDENDUM

AUTUMN TERM, 2025

Part B: Staff-Facing Scenarios

1. Inaccurate or Unsafe Records
- Example: A staff member uses AI to draft safeguarding notes or SEND reports without checking accuracy.
- Response: Escalate to line manager/DSL; retrain on safe AI use; emphasise staff accountability.

2. Over-Reliance on AI for Assessment
- Example: Teacher copies AI-generated feedback directly into reports without review.
- Response: Treat as performance/quality issue; provide refresher training; log in AI Incident Log.

3. Data Protection Breach
- Example: Staff member enters pupil personal data into a public AI tool.
- Response: Treat as a GDPR breach; notify DPO; follow data breach reporting process.

4. Inappropriate Use of AI Outputs
- Example: Staff share biased, misleading, or unsafe AI-generated material with pupils.
- Response: Remove material immediately; log incident; retrain staff; escalate if repeated.

Procedural Safeguards (Apply to Pupils & Staff)

□ All AI use must be risk-assessed, age-appropriate, and approved by SLT.

□ AI-related incidents logged in safeguarding/behaviour systems.

□ Staff reminded that final accountability always rests with them.

□ Pupils supervised during AI use, with filtering and monitoring applied.

□ Both staff and pupils receive training on safe, responsible AI use.

Notes for Leaders
- *Ofsted inspectors may ask how AI misuse, by pupils or staff, is addressed in your safeguarding framework.*
- *This Addendum should sit alongside the AI Policy, Safeguarding Policy, Behaviour Policy, and Online Safety Policy.*
- *Logs and staff training records provide inspection evidence.*